

Thomas V. Schilly, Mayor

DEBBIE A. JOHNS, City Clerk/Collector
KARRY FRIEDMEYER, Street Superintendent
Building Commissioner
TIM WHALEY, Water Superintendent
JEFF MCCREARY, Chief of Police
TONY BOVA, Fire Chief
EDWARD PAGE, Municipal Judge
RENE PERRY, Court Clerk
THURMAN, HOWALD, WEBER, SENKEL &
NORRICK, City Attorneys

CITY OF CRYSTAL CITY



DELLA SELMON, First Ward
ERIC DOWNS, First Ward
DAN PORTELL, Second Ward
CHARLIE DEBOOR, Second Ward
DEBBIE MCKENNA, Third Ward
JASON EISENBEIS, Third Ward
DAVID PICARELLA, Fourth Ward
TERRY LABURAY, Fourth Ward
THOMAS TUCKER, City Treasurer

Andy Hixson, City

March 30, 2010

Dear Consultant:

The [City of Crystal City](#) is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than 20 pages. This letter should include a statement to indicate why your firm is interested in the project. It should also include any other information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active.

DBE firms must be certified by the Missouri Department of Transportation in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any projects they feel can be managed by their firm.

We request all letters be received by April 29, 2010 at the appropriate office.

Sincerely,

Debbie Johns
City Clerk

130 Mississippi Ave.
Crystal City, Missouri 63019
(636)-937-4614
FAX (636)-931-4634

<i>City of Crystal City, Jefferson and Virginia Avenues</i>	
Federal Aid No: <i>STP-9900(630)</i>	
Location: <i>Crystal City, Missouri</i>	
Proposed Improvement: <i>Asphalt Resurfacing and Sidewalks</i>	
Length: <i>1.0 Miles</i>	
Approximate Construction Cost:	<i>\$790,000.00</i>
Consultant Services Required:	<i>Construction Administration and Inspection.</i>
Other Comments: <i>See attached detailed RFQ</i>	
Contact:	<i>Debbie Johns, City Clerk City of Crystal City 130 Mississippi Avenue Crystal City, MO 63019 636-937-4614 d.johns@crystalcitymo.org</i>
Deadline:	<i>April 29, 2010</i>

March 30, 2010

**REQUEST FOR QUALIFICATIONS
FOR
CONSTRUCTION ENGINEERING SERVICES
FOR
CRYSTAL CITY ARRA PROJECT
(Jefferson and Virginia Avenue Improvement Project)**

The City of Crystal City is requesting Statements of Qualifications for the above-referenced project.

Interested firms should submit three copies of their Statement of Qualifications.

QUALIFICATION STATEMENT MUST BE RECEIVED BY:

April 29, 2010

Submittal received after above time and date will not be considered

PLEASE SEND TO:

City of Crystal City,
Attention: Andy Hixson, City Administrator
130 Mississippi Avenue
Crystal City, Missouri 63019
(636) 937-4614

STP Project Description:

The project is along Jefferson Avenue from 11th Avenue to 3rd Street; and Virginia Avenue from 3rd Street to Bailey Road. The project will include professional construction engineering services that must be provided in accordance with MoDOT Public Agency STP Guidelines.

Should you believe that your firm is qualified within the disciplines of construction engineering and inspection services and would like to be considered, we would appreciate your submission of qualifications based on the following criteria:

1. The specialized experience and technical competence of the firm with respect to the type of services required.
2. Experience meeting requirements of the Federal Highway Administration, the Missouri Department of Transportation and Local Public Agency Process for STP funded projects. In addition, experience

performing construction engineering services on STP projects in accordance with the MoDOT LPA Manual regarding Construction Testing and Inspection.

3. The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project.
4. The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules.
5. The firm's proximity to and familiarity with the area in which the project is located.